



CHECKLIST AND INSTRUCTIONS
FOR
ENVIRONMENTAL ASSESSMENT
PROJECTS

Exhibit E-5

CHECKLIST FOR ENVIRONMENTAL ASSESSMENT PROJECTS - 58.36

GRANTEE: _____ SUB GRANTEE (if applicable): _____

NAME OF PROJECT: _____ CONTRACT NUMBER: # _____

PREPARED BY: _____

IMPACT CATEGORIES →	NO IMPACT	POTENTIALLY BENEFICIAL	POTENTIALLY ADVERSE	REQUIRES MORE STUDY	NEEDS MITIGATION	NEEDS PROJECT MODIFICATION	
Related Federal Laws & Authorities 24 CFR Part 58.5 ↓							Type narrative in this column or attach a separate page(s) on which you respond to each of the criteria. Attach any supporting documentation.
1 HISTORY: Properties, Archaeological, Cultural The National Historic Preservation Act of 1966 Protection and Enhancement of Cultural Environment							Review Attachment A
2 FLOODPLAINS MANAGEMENT & WETLAND PROTECTION – (24 CFR PART 55)							Review Attachment B
a. Executive Order 11988, Floodplain Management - Eight Step Process							Review Attachments C, C1, C2, C3, C4
b. Executive Order, 11990, Protection of Wetland -Eight Step Process							Review Attachments C, C1, C2, C3, C4
3 COASTAL BARRIERS	** NOT APPLICABLE IN REGION VIII - UTAH**						
4 SOLE SOURCE AQUIFERS - Safe Drinking Water Act of 1974 (40 CFR Part 149)							Review Attachment D
5 ENDANGERED SPECIES - Endangered Species Act of 1973							Review Attachment E
6 WILD AND SCENIC RIVERS - The Wild and Scenic Rivers Act of 1968							Review Attachment F
7 AIR QUALITY - The Clean Air Act & 40 CFR Parts 6,51,93							Review Attachment G
8 FARMLANDS PROTECTIONS - Farmland Protection Act of 1981 & 7 CFR PART 658.							Review checklist instructions
9 TOXIC CHEMICALS/RADIOACTIVE MATERIALS - CERCLIS							Review Attachment H
10 ENVIRONMENTAL JUSTICE Executive Order 12898							Review checklist instructions
11 HUD ENVIRONMENTAL STANDARDS: 24 CFR PART 51 - (SUBPARTS B, C, D)							
NOISE (Subpart B)							Review Attachment I
HAZARDOUS SUBSTANCES (Subpart C) (Above ground Storage Tanks)							Review Attachment J
AIRPORT CLEAR ZONES (Subpart D)							Are you building on an airport runway?? A runway clear zone?

12	LOCAL LAWS AND REGULATIONS (EG: County, City, town permits)	(Make statement indicating that the local laws will be observed and which building permits, etc, if any, are required for this project.)						
13	Lead Based Paint 24 CFR Part 35 – Refer to Section I of handbook	This project involves pre-1978 buildings used for children <u>OR</u> sleeping ____ This project does not involve pre-1978 buildings used for children <u>OR</u> sleeping ____						
14	Culinary Water Projects & Wastewater Treatment Plant Projects	DEQ requires grantees to submit project plans prior to construction. Approval letter from DEQ, (801) 536-4200, must be attached to this checklist in order to receive an environmental clearance from the HUD environmental review officer (Cheryl Elliott).						
IMPACT CATEGORIES → NEPA Regulations (40 CFR Parts 1500 –1508) ↓		NO IMPACT	POTENTIALLY BENEFICIAL	POTENTIALLY ADVERSE	REQUIRES MORE STUDY	NEEDS MITIGATION	NEEDS PROJECT MODIFICATION	Type narrative in this column or attach a separate page(s) on which you respond to each of the criteria. Attach any supporting documentation.
15. Land Development								
a. Conformance with Planning/Zoning:								
b. Compatibility and urban Impact.								
c. Slope								
d. Erosion								
e. Soil Suitability								
f. Energy Consumption								
g. Hazards, Nuisances, and Site Safety								
1. Site Hazards:								
2. Traffic:								
3. Natural:								
16. Socioeconomic								
a. Demographic/Character Changes								
b. Displacement								
c. Employment and Income								
17. Community Facilities and Services								
a. Educational Facilities								
b. Commercial Facilities								
c. Health Care								
d. Social Services								
e. Solid Waste								
f. Waste Water								
g. Storm Water								
h. Water Supply								
i. Public Safety:								
1. Police								
2. Fire								
3. Emergency/Medical:								

IMPACT CATEGORIES →	NO IMPACT	POTENTIALLY	POTENTIALLY ADVERSE	REQUIRES MORE	NEEDS MITIGATION	NEEDS PROJECT MODIFICATION	Type narrative in this column or attach a separate page(s) on which you respond to each of the criteria. Attach any supporting documentation.
NEPA Regulations (40 CFR Parts 1500 –1508) ↓							
j. Open Space/Recreation:							
1. Open Space							
2. Recreation							
3. Cultural Facility							
k. Transportation							
SUMMARY OF CONDITIONS, FINDINGS AND CONCLUSIONS:							
PROJECT MODIFICATIONS AND ALTERNATIVES CONSIDERED:							
MITIGATION MEASURES NEEDED OR ALTERNATIVES PROPOSED:							

FINDING

The ECO or preparer has reviewed this project using the environmental criteria above and:

1. The project is in compliance with all applicable laws & regulations. ☐ YES ☐ NO

2. An Environmental Impact Statement (EIS) is required ☐ YES ☐ NO

If you answered “yes” to Question #1 and “no” to question #2, then your final determination is: “A Finding of No Significant Impact” (FONSI). The project will not significantly affect the quality of the human environment. A finding of No Significant Impact and a Notice of Intent to Request Release of Funds (Combined FONSI-NOI/RROF (E-7)) must be published. (Send completed checklist and all attachments, Combined FONSI-NOI/RROF publication, and RROF/CERT to HCD – Cheryl Elliott)

Signed by Preparer: _____ DATE _____

Title: _____

Signed by ECO _____ DATE _____

Title: _____

INSTRUCTIONS

1. HISTORY: Properties, Archaeological, and Cultural – See Attachment A

Laws/Regulations: National Historic Preservation Act of 1966, Executive Order 11593, and Preservation of Historic and Archaeological Data Act of 1974-Potentially applicable to **ALL** proposed actions. These acts deal with the protection and/or preservation of sites/structures/districts included or eligible for the National Register of Historic Places and Properties and the preservation of scientific and historical, prehistoric and archaeological data.

Summary - take into account the effect of the undertaking on any district, site, building, structures or objects that might have significant associations with historic, architectural, archaeological or cultural events, persons, groups, and social or artistic movements.

WHAT DO I DO?:

- a. Review the **Programmatic Agreement (PA), Attachment A. Start with APPENDIX 1.**
- b. This section lists all the activities that are exempt from the Historic Preservation Act.
- c. Perform a site inspection of the property or area to identify and evaluate the project in relation to information contained in the Programmatic Agreement
- d. Ask the following questions:
 - Does the site contain a structure over 50 years of age or is the site in proximity to a structure (1/4 mile) that is over 50 years of age?
 - If a structure over 50 years has been identified as part of the project, has a Reconnaissance Level Survey already been performed and approved by the SHPO?
 - ***Is the site identified on the National Register of Historic Properties or does it appear to meet the eligibility criteria for the National Register?*** Does the locality have an inventory of historic places?
 - **Does there appear to be possible archaeological significance at the site?**
 - Are there other properties, including structures fifty (50) or more years old, within the boundaries or in the vicinity of the project that appear to be historic and would thus ordinarily require consultation with the SHPO (State Historic Preservation Officer)?
 - What are the materials that will be replaced if the project involves rehabilitation?
 - Is this project the replacement or rehabilitation of a public improvement?
 - Is the improvement to be conducted in a public right-of-way?
 - Has the land already been disturbed?
- e. **Determine Impact Status Category by locating the project activity in the Programmatic Agreement (PA) and following PA instructions for compliance.**
- f. **Attach Compliance Documentation or explain and attach your rationale for determination of Impact selected.**
- g. If the project cannot be determined “No Effect, No Impact” use the information in the PA to begin consultation with the Division of History. Attachment A-1 is a sample of a possible letter to begin such consultation. The SHPO has 30 days from the receipt of documentation to respond. Or you can call Barbara Murphy, State SHPO, at 533-3563.

2. FLOODPLAINS MANAGEMENT AND WETLAND PROTECTION – See Attachment B & C

Any project, newly constructed or reconstructed/rehabilitated, resulting in beneficial or adverse conditions, that will be located in a 100 year floodplain or wetland, even if only a segment of the project involves such an area, triggers the need to comply with E.O. 11988 or 11990. This Executive Order requires the entity to consider alternatives and to notify the public regarding the proposed activity.

EXCEPTION: RESIDENTIAL REHABILITATION – Compliance with 11988 is required only when the cost of the rehabilitation is expected to exceed 50 percent of market value (appraised value) before improvement, excluding costs to bring a structure up to code.

Law/Regulation: Flood Disaster Protection Act of 1973 as amended; Executive Order 11990, Protection of Wetlands and Applicable State Legislation or Regulations; and Executive Order 11988 requiring participation in the National Flood Insurance Program. Federal policy recognizes that floodplains have unique and significant public values and call for protection of floodplains, and reduction of loss of life and property by not supporting projects located in floodplains, wherever there is a practicable alternative.

WHAT DO I DO?

- a. Obtain and review a copy of the community's most current floodplain maps. If you do not have a copy of the community's floodplain map that illustrates the project area free maps and studies may be obtained from the Federal Emergency Management Agency (FEMA) by calling toll free 1-800-638-6620 or going online to www.fema.gov. Wetland maps may or may not be available.
- b. Identify the site of the proposed project on the map to determine whether or not it resides in a known 100-year floodplain (Zone A, AE, A1-A30, AH, AO, AR, A99) or wetland. Zones B, C and X are outside of the 100-year floodplain and projects in these zones are not an issue. See sample map (Attachment B). Mark or highlight where the project is on the map.
- c. Ask yourself these questions:

FLOODPLAINS - Executive Order 11988 – See Attachments C, C2, C3, C4

- a. Will the project, or part of the project, be located in the 100-year floodplain?
- b. Will the project change the 100-year floodplain, or affect the flood way? (The flood way is the portion of the floodplain that must be reserved in order to discharge the 100-year flood without cumulatively increasing the water surface elevation more than one foot at any point.)
- c. Are there available alternatives to locating the proposed project or activity in the floodplain?
- d. Is the proposed project in compliance with Executive Order 11988 and implementing HUD procedures in 24 CFR Part 55?

WETLANDS - Executive Order 11990 – See Attachments C, C2, C3, C4

Summary: Wetlands do not have to be literally “wet” to be considered wetland habitats. The U.S. Army of Engineers (Corps.) and the U.S. Environmental Protection Agency Jointly define wetlands as follows:

“Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life IN SATURATED SOIL CONDITIONS. Wetlands generally include swamps marshes, bogs, and similar areas.”

WHAT DO I DO?

1. Ask yourself these questions:
 - a. Does the proposed CDBG project have the potential to affect or be affected by a wetland?
 - b. Is the project in compliance with Executive Order 11990 and implementing HUD procedures in 24 CFR Part 55?
 - c. Are there available alternatives to locating the project or activity in the wetland?
 - d. Is the proposed project or activity in compliance with conditions set forth by the U.S. Army Corp

of Engineers concerning permits for dredge and fill activity?

e If you are not sure or cannot determine whether wetlands exist within the project area contact the Army Corp of Engineers to make the determination. If the decision they make is positive, follow the instructions below.

The Corps has been assigned responsibility for administering the Section 404 permitting process. Activities in wetlands for which permits may be required include, but are not limited to:

- placement of fill material
- ditching activities when the excavated material is side cast
- levee and dike construction
- mechanized land clearing
- land leveling
- most road construction
- dam construction

If it is apparent that the project will be constructed in a floodplain or a wetland, the Grantee must follow the compliance requirements of 1988 that include notification of the public through publication of 2 public notices.

- a. The public notification process begins with the publication of the First Public Notice for Floodplains or Wetlands (Attachment C2). A 15-day comment period must be allowed.
- b. Follow the **EIGHT-STEP DECISION-MAKING PROCESS** (Attachment C). The Grantee must also submit documentation to show that the 8-step process did indeed take place.
- c. A Second Notice of Explanation (Attachment C3 or C4) may be published following the 15-day period after considering all the comments/suggestions from the public. The purpose of this notice is to inform the public about what the final determination of the project was - i.e., move the project, revise the plans, include floodplain measures, etc.
- d. Copies of both public notices and an explanation of your Eight Step Decision Making Process must be attached to the checklist when it is submitted.

3. COASTAL BARRIERS - NOT APPLICABLE IN REGION VIII - UTAH

4. SOLE SOURCE AQUIFERS – See Attachment D

Law/Regulation: Safe Drinking Water Act of 1974

Summary: The Safe Drinking Water Act requires that EPA designate areas in which no new underground injection wells may be operated without a permit for the operation of the wells. The criteria for area designation is that an area has one well which is the sole or principal drinking water source for the area and which, if contaminated, would create a significant hazard to public health.

WHAT DO I DO? Determine whether or not any federally assisted projects under the HUD programs will be constructed which may contaminate one of the 3 aquifers in Utah designated by EPA as the sole source of drinking water for a community.

- a. Attachment D is a current letter from EPA that states that it has designated 3 aquifers in Utah as sole sources of drinking water as defined in Section 1424(e) of the Safe Drinking Water Act. The aquifers are located near Oakley, Castle Valley and Moab.
- b. If the proposed project will in any way affect any underground water source the ECO must indicate this on the checklist and attach the letter from EPA indicating “No impact” to any sole source aquifers.

5. ENDANGERED SPECIES - ATTACHMENT E

Law/Regulation: Endangered Species Act - Any proposed action that might jeopardize continued assistance of endangered or threatened species or result in destruction or modification of critical habitat. Agencies shall insure that their actions conserve listed species and ensure, in consultation with other agencies, that their actions will not jeopardize listed species or modify critical habitats.

Summary - determine whether CDBG funded projects are likely to affect endangered or threatened

species or Critical Habitats listed periodically under Section 4 of the Act.

WHAT DO I DO?:

- a. In compliance with Section 7(a) of the Act ECO's must make a site observation and review the most current list of Endangered Species to ensure that a proposed project is not likely to affect the continued existence of an endangered or threatened species nor result in the destruction or adverse modification of critical habitats of plant and animal life.
- b. If after making a site visit and reviewing the most current list, the ECO cannot make a determination whether or not the activity will impact any identified species, he/she must contact the U.S. Fish and Wildlife Office to make a determination.

6. WILD AND SCENIC RIVERS - ATTACHMENT F

Law/Regulation: The Wild and Scenic Rivers Act of 1968 - Policy and direction pertaining to wild and scenic rivers (WSR) are found in the Wild and Scenic Rivers Act of 1968. The Wild and Scenic Rivers Act establishes the National Wild and Scenic Rivers System (NWSRS), designates rivers included in the system, establishes policy for managing designated rivers, and prescribes a process for designating additions to the system.

Summary - The act states "*certain selected rivers of the Nation which with their immediate environments, possess outstandingly remarkable scenic, recreation, geologic, fish and wildlife, historic, cultural, or other similar values (including ecological values), shall be preserved in free-flowing condition, and that they and their immediate environments shall be protected for the benefit and enjoyment of present and future generations.*" Consideration of a potential wild and scenic river is an inherent part of the ongoing land and resource management planning process.

WHAT DO I DO?

- a. Review the List of Inventoried Rivers, Attachment F. If your project will be crossing over, discharging into, or in anyway impacting any of the rivers or streams included in this National Rivers Inventory (NRI), you must contact the appropriate agency to determine the appropriate mitigation action. If your project will have no influence on any of the rivers or streams note this on the checklist.

7. AIR QUALITY - ATTACHMENT G

Law/Regulation: Clean Air Act 42 U.S.C. 7400, et. seq. Potentially applicable to all proposed activities. Air quality is an impact category for which specific Federal and non-federal governmental standards exist.

Summary: Consideration of air quality involves both analyzing the impact of the proposed project on air quality in the community and the impact of the existing environment on the proposed project forecasting. It depends on project size, type and its location (i.e., the suitability of the particular location for the type of project planned. Such consideration might, for example, argue against siting elderly housing adjacent to an expressway.

WHAT DO I DO?

Ask yourself the following questions:

- a. Does the project require an installation permit, operating permit or indirect source permit under local pollution control agency rules? If so, have permit requirements been satisfied?
- b. Is the project located in the vicinity of a monitoring station where air quality violations have been registered? If so, will the project exacerbate air quality problems in the area?
- c. If the project or its potential users would be particularly sensitive to existing air pollution levels, or those expected 10 and 20 years hence, has the project been designed to mitigate possible adverse effects?
- d. Will the proposal establish a trend, which, if continued, may lead to violation of air quality standards in the future?
- e. Will the proposed project have parking facilities for 2,000 cars (outside an SMSA) or generate traffic of a corresponding magnitude?

Review the letter from Air Quality, Attachment G. If you are able to determine that your project is one in which it not necessary for you to contact the Air Quality Bureau, highlight or underline the part of the letter referring to your project, indicate this determination on the checklist, and attach a copy of the letter to your checklist. If your project is not one of those identified, contact the Department of Environmental Quality, Division of Air Quality regarding your project specifically. If mitigation is required, indicate how that will be accomplished. Attach the response to the checklist.

8. FARMLANDS PROTECTION

Law/Regulation: Farmland Protection Policy Act of 1981-Any proposed action that encourages the conversion of prime, unique, important farmlands. The purpose of this Act is to minimize the extent to which Federal programs contribute to the unnecessary conversion of farmland to non-agricultural uses.

Summary - Farmland is a unique natural resource. In an effort to assure that the direct or indirect actions of the Federal Government do not cause United States farmland to be irreversibly converted to non-agricultural uses the Farmland Protection Policy Act of 1981 was legislated.

WHAT DO I DO?

- a. Assess whether or not the proposed project will convert farmland. Provide information on the land use zoning which now exists in the project area. If the land is already zoned for commercial or residential uses, indicate this on the checklist.
- b. If you have questions or cannot make a determination regarding the status of the property contact Bill Broderson or Karl Kler at the Department of Agriculture, Natural Resource Conservation Service - 524-4573.

CASES WHERE THE ACT DOES NOT APPLY

- 1. The proposed project site does not contain prime, unique, or designated statewide or locally important farmland (as defined by the Act).***
- 2. The proposed project is on prime farmland that is already "committed" to urban development or water storage (applies to prime farmland only -- see 7 CFR 658.2(a)).***
- 3. Projects beyond the planning stage or where engineering or architectural design had begun or had been contracted for prior to August 6, 1984.***
- 4. Projects involving grants, loans or mortgage insurance for purchase or rehabilitation of existing structures.***

In summary, if neither the entire site nor any part of it are classified or identified as "farmland", the Act will not apply.

9. TOXIC CHEMICALS/RADIOACTIVE MATERIALS (CERCLIS) - ATTACHMENT H

Law/Regulations: 24CFR Part 58.5 2(i), (ii) (iii)

Summary: The grantee must review the most recent listing of HUD's EPA Super Fund Program (CERCLIS) Attachment H in this handbook. This listing identifies site locations of hazardous and toxic wastes. Sites are sorted by city

WHAT DO I DO?

- a. Determine whether or not the city where the project is located is on the list. If not, make a copy of the page that shows it's **NOT** on the list. Do NOT send a copy of the entire 50-page list! If a project is proposed within 3000 feet of a site the following process must be observed.
- b. Contact the CERCLIS information office in the Regional EPA office in Denver at (800) 227-8917 Ext 6600 7830. Provide the location of the site and ask for the site "Contact Name". They will put you in touch with the person who has information about the site. Explain the nature of your project and the distance from the site.

- c. Ask for a determination as to whether or not this is an Acceptable Separation Distance, or information from him/her as to whether or not the EPA site has been properly contained.
- d. If EPA will not comment, you must contact the State Department of Environmental Quality, Division of Environmental Response & Mediation, Steven Thiriot, 536-4107. Request the same information.
- e. If neither of these agencies will identify any special care that must be observed on your part, document process you have gone through on the Checklist and indicate that you intend to proceed as planned unless these agencies tell you otherwise.

10. ENVIRONMENTAL JUSTICE

Law/Regulations: Executive Order 12898

Summary: Grantees need to document that these funds will not be used for an activity or in such a manner that the finished project will result in the separation, segregation or discrimination of low/moderate income or minority groups in any way from the rest of society. The concern expressed by this Executive Order is that there may be specific projects, particularly but not limited to housing projects, where it may appear that the federal funds are being used to develop projects that segregate LMI persons from higher income individuals by trying to force them into areas or locations that are actually adverse sites, specifically because of the low income or minority status.

WHAT DO I DO? You must evaluate the whole action being undertaken with HUD funds, even if the funds are only a portion of the overall project. Indicate on the checklist in words similar to the following that the idea of Environmental Justice and been evaluated and “there will be no activity performed with these funds that will in any way create discrimination or isolation of minority or low income individuals based on the location or purpose of this project.”

11. HUD ENVIRONMENTAL STANDARDS – 24CFR Part 51(B)(C)(D)

(B) NOISE – See Attachment I

Law/Regulation: Noise Control Act 42U.S.C. 4903, 24 CFR 51(B) - Potentially applicable to All Proposed Activities. Grantees must take into consideration the noise criteria and standards in the environmental review process and consider ameliorative actions when noise sensitive land development is proposed in high noise exposure areas.

Summary - Noise is defined as any unwanted sound that disturbs human activity. In the urban environment noise is due primarily to auto traffic, air traffic, railroads, heavy machinery and heating, ventilation and air-conditioning operations. The prime concern of a CDBG environment impact assessment for noise should be the effect of existing and projected noise levels on the proposed project.

WHAT DO I DO?:

- a. Projects involving infrastructure improvements (sidewalks, water/sewer, curb and gutter), industrial or commercial facilities are not considered “noise sensitive”. Just indicate this on the checklist and move on to the next item on the checklist!
- b. If your project involves the construction of housing and other noise sensitive projects such as housing facilities, nursing homes, college dormitories, hospitals, libraries, you must take specific measurements to determine if any of the following conditions exist:
 - **major roadways (4 lanes) within 1,000 feet of the site.**
 - **railroads within 3,000 feet of the site,**
 - **commercial airports within 5 miles of the site.**

ONLY THE AIRPORTS LISTED BELOW need to be considered based upon regularly scheduled commercial jet traffic.

Cedar City-----Cedar City Municipal

Monument Valley

Moab

Bryce Canyon

St. George-----St. George Municipal

Salt Lake City-----Salt Lake City International

******ALL military airports within 15 miles must be reviewed.**

- c. If any of the above circumstances exist you must contact DCD to obtain a copy of the HUD Noise Assessment Guidelines. The process contained in the Guidelines must be completed to determine noise involvement and the development of a mitigation strategy, if necessary.
- d. **No new residential construction will be allowed if the decibel level is above 75 db.**
- e. Rehabilitation to existing residential structures must be addressed in the identical manner as new construction. However, after performing the necessary calculations, you may rehabilitate an existing structure that exceeds the 65-db levels. Grantees are only required to notify the resident of the existing noise conditions, NOT to fix the noise problem.

(C) HAZARDOUS SITINGS: Above Ground Storage Tanks – See Attachment J

1- Law doesn't apply to a property owner's personal storage tanks for residential use.

2- Law doesn't apply to repairs and renovation of a building or buildings where there will not be an increased number of people being exposed to hazardous operations due to the project. (Converting a warehouse to housing would NOT be exempt from the regulation.)

3. Law doesn't apply to curb, gutter, sidewalk, storm drain, waterline, or sewer projects.

Law/Regulation: HUD Notice 79-33 24 CFR-Potentially applicable to all proposed activities Part 51(C)(D). These are regulatory compliance requirements, not mandated Federal regulation compliance. Applicable to sites located near operations handling conventional fuels or chemicals of an explosive or flammable nature.

Summary - Both people and property are at significant risk to exposure from the explosion and thermal radiation (fire) when projects are located too close to storage containers of hazardous gas and liquids or chemicals of a flammable or explosive nature. The concern is above ground hazards within one mile of the project in a direct line of site.

WHAT DO I DO?:

- a. Make a site review of the project and identify any **ABOVE GROUND STORAGE TANKS** (see Attachment J) that are **VISIBLE** within a one-mile direct line of sight of the project. Look for storage tanks, holding facilities, process vessels, tank truck AND parking areas, railroad freight yards, and transmission lines which may be used to store, process or transport HAZARDOUS products.
- b. You can also contact the local fire department for information on tanks in the area.
- c. If a hazardous determination is made and you are increasing the number of people or structures at the project site, **you must calculate the Acceptable Separation Distance (ASD) for the project**. Contact DCD for a copy of HUD's "Siting of HUD-Assisted Projects Near Hazardous Facilities" to determine the necessary ASD and any mitigation requirements for the project.
- d. Housing rehabilitation to an existing structure that is occupied where the result of your project will not increase the population at the site is the only project that does not have to mitigate. However it is still necessary for the ECO to notify the homeowner of the condition and obtain a release from them to proceed with the proposed work. Adjust Attachment I (sample letter) to use as a waiver.
- e. If no above ground hazards are determined, indicate this on the checklist.

(D) AIRPORT CLEAR ZONES -

Summary - The purpose of this regulation is to promote compatible land uses around civil airports and military airfields by identifying suitable land uses for Runway Protection Zones at civil airports and for Clear Zones and Accident Potential Zones at military airfields. Potential aircraft accident problems that are inevitable side effects of aircraft operations make some types of development incompatible or unsuitable for locations in the immediate vicinity of airports and airfields.

WHAT DO I DO?:

An Airport Clear Zone (civil airports) as determined by the Federal Aviation Administration, is considered to be a trapezoidal area that may extend up to a maximum of 2500 feet from the end of the runway. The specific airport operators must supply actual length. The military has identified two zones. In total they extend about 15,000 feet from the end of the runway and are a maximum of 3,000 feet wide. If an airport owns a Clear Zone, the airport must determine what facilities can be constructed on it.

Ask yourself these questions:

- a. Will any part of the proposed project be sited in a Clear Zone? You can make this determination by observation or obtaining airport maps from the air comptroller of the airport in question.
- b. If the project site is not within a designated clear zone, indicate this on the checklist and move on!
- c. If the project appears to be within the clear zone contact Cheryl Elliott for guidance.
- d. **New** projects may be done within a clear zone only if the facility meets the conditions of an "acceptable use".
- e. **Rehabilitation** of an existing structure in a Clear Zone may be done only if the applicant documents that he/she is aware of the existing condition for potential accidents and approves the rehabilitation being done. Use the sample noise letter in Attachment I to prepare this letter.
- f. In either case, assistance may be provided only if the proposed project or facility is one which is not frequently used or occupied by people and the airport operator will provide written assurances that the land is not planned for acquisition as part of a clear zone acquisition program.

12. LOCAL LAWS AND REGULATIONS

Compliance: The project manager must ensure that all local laws, permits, regulations, etc. have been identified and met, or indicate how and when they will be met.

13. LEAD BASED PAINT – SEE HANDBOOK SECTION I

Law/Regulation: 24CFR Part 35 – Applicable to HUD funded projects involving buildings/housing built prior to 1978 when children are present or the building is used for overnight occupancy.

Summary: HUD is issuing this regulation to protect young children from lead-based paint hazards in pre-1978 housing that is financially assisted by the Federal Government.

WHAT DO I DO? The regulations are, unfortunately, terribly complicated. The requirements vary based on:

- a. the type of building involved
- b. the age of persons residing in or using the building
- c. type of activity (physical or non-physical)
- d. the type of HUD funding – ESG, CDBG, or HOME.

First of all, grantees should review Section I of the handbook and then call Cheryl Elliott, HUD Environmental Specialist at the State of Utah to determine exactly what will have to be done in order to comply with the regulations. Projects involving curb, gutter, sidewalk, sewer/water lines, parks, senior centers, libraries, fire stations and community centers are exempt from the regulation.

15. LAND DEVELOPMENT

a .Conformance with Comprehensive Plans and Zoning

1. Is the proposal consistent with completed components of the local or regional comprehensive plan, whether adopted or in draft state? Is there a relevant state plan and is the proposal consistent?
2. Is the proposed project consistent with other plans including those prepared by area wide planning agencies, special districts and boards and state agencies in various functional areas?
3. Is the proposed project consistent with adopted community or area wide policies and goals?
4. Does the proposed project comply with existing zoning and subdivision regulation? If not, does the proposal require a zoning variance?

b. Compatibility and Urban Impact

1. What are the existing land uses adjacent to the proposed project? Do those whose property abuts, and neighbors, think the proposed project will be incompatible with existing uses?
2. Will the project have an adverse effect on the economy of a core city area? Will it contribute to urban sprawl? Will it displace economic activity from a central business district?
3. Will the proposed project result in induced development which will alter existing land use or which will be incompatible with the existing scale and density of development? Are the changes that will result from any induced development regarded by the community as beneficial or negative?
4. Does the proposed project contribute to reducing the racial, ethnic and income segregation of the area's housing?

c.Slope

1. Does the proposal call for development on a steep slope and, if so, does its design plan include measures to overcome potential erosion, slope stability and runoff problems?
2. Does the county, local or site-specific soil survey mention that slopes are unstable for any of the soils on the site?
3. Is there a history of slope failure in the project area environs?
4. Is there visual indication of previous slides or slumps in the project area, such as cracked walls or tilted trees or fences?

d.Erosion

1. Does the project involve development of an erosion sensitive area (near water, on a steep slope, on a sandy or silty soil)? If so, is erosion control included as part of the plan?
2. Does the proposed project create slopes by cut and fill?
3. Does site clearance require vegetation removal? How many acres will be cleared and for how long?
4. Is there evidence of erosion or sedimentation?

e.Soil Suitability

1. Is there any visible evidence of soil problems--foundation cracking or settling, basement flooding, etc.--in the neighborhood of the project site?
2. Have soil bores been made for the area? Do they indicate marginal or unsatisfactory soil conditions?
3. If the answer to either of the above questions is yes and the proposed project involves either new construction or very substantial rehabilitation activities, does the project design include appropriate mitigation measures to address the problem of poor soil conditions?

f. Energy Consumption

1. Does the location of the site have any special energy related advantages or disadvantages? Can these be maximized or overcome?
2. Have the architectural plans taken full advantage of potential energy saving measures, such as insulation, window design and placement, lighting, heating, cooling and hot water systems? Are they in conformance with HUD Minimum Property Standards and other applicable energy saving codes?
3. Is the project close to transit, shopping, services and employment locations?

g. Hazards, Nuisances and Site Safety

1. **Site Hazards:** Shadows, inadequate street lighting, uncontrolled access to lakes and streams, improperly screened drains or catchment areas, steep stairs or walks, overgrown brush, lack of access for emergency vehicles, hazardous waste dumps, uranium mill tailings, used as foundation or building material, radioactive reclaimed phosphate land, facilities handling chemicals and/or petrochemicals of an explosive or fire prone nature.

2. **Traffic:** circulation conflicts, road safety, and exposure to radiation or toxic substances.

3. **Natural Hazards:** Climatic: wind, droughts, floods, lightning, hurricanes, tornadoes, hail and snowstorms; Geological: erosion, landslides, volcanoes, earthquakes; Biological: infestations, allergies, bacterial, viral and fungal diseases.

a. Does the project involve any of the potential hazards listed above? Any that are not listed including hazards created by project construction, operation and design as well as those existing on and near the site?

16. SOCIOECONOMIC

a. Demographic/Community Character Changes:

1. What is/are the identifiable community(ies) within the sphere of likely impact of the proposed project? What are the factors which contribute to the character of the community(ies)?
2. Will the proposed project significantly alter the demographic characteristics of the community?
3. Will the proposed project result in physical barriers or difficult access which will isolate a particular neighborhood or population group, making access to local services, facilities and institutions or other parts of the city more difficult?
4. Will the proposed project severely alter residential, commercial or industrial uses?
5. Will the proposed project destroy or harm any community institution, such as a neighborhood church?

b. Displacement:

1. Will the project directly displace individuals or families? How many persons? Is the displacement covered by the Uniform Relocation Act and are funds available for payments?
2. Will the project destroy or relocate existing jobs, community facilities or any business establishments? Is the displacement covered by the Uniform Relocation Act and are funds available for payments?
3. Are relocation funds available for families or individuals who may be directly displaced?
4. Will identifiable groups be affected--older persons, females, single-parent families, racial/ethnic, or income groups, or minority group members?
5. Are replacement facilities or housing units available within the community or in nearby neighborhoods? What will be the effect of relocation on these neighborhoods?
6. Will the project result in probable indirect displacement? If so, have measures been planned to alleviate the hardship on those affected whose displacement is not covered under the Act?

c. Employment and Income:

1. Will the project either significantly increase or decrease employment opportunities? Will it create conditions favorable or unfavorable to commercial, industrial, or institutional operation or development?
2. How many temporary and how many permanent jobs will be created by the project?
3. What is the profile of new jobs created by the project? What is the distribution across the skills and income scale? How do these relate to the skills and income profile of project area residents?
4. Will the new jobs likely go to area residents to lower income, unemployed and minority group members? Will construction jobs likely go to union or non-union workers?
5. Where are the new employees likely to come from (i.e., inner city, suburb, outside SMSA)?

17. COMMUNITY FACILITIES AND SERVICES

a. Educational Facilities:

1. Will the additional school age children in the proposed development exceed the capacity of existing or planned school facilities?
2. Does the potentially affected school(s) have adequate and safe access facilities (i.e., walking paths, bus routes, crosswalks and guards) given any calculations done for projected population increase? Are these adequate both in terms of safety and access?
3. Will additional or alternative facilities have to be provided to ensure safety and suitable access?
4. What measures will be taken by the superintendent or school's governing body to resolve potential problems/conflicts?

b. Commercial Facilities:

1. Is there adequate and convenient access to retail services? In the case of elderly, this means that shopping for such essential items as food and medicine is within three blocks and services such as banks and other convenience shopping are within walking distance.
2. Will existing retail and commercial services be adversely impacted by the proposed project? Will existing businesses be placed at a competitive disadvantage or be displaced?

c. Health Care:

1. Are non-emergency health care services located within a reasonable proximity to the proposed project, i.e., less than a half-hour's drive or commute away? (In dense urban areas an even shorter time period may set the standards.)
2. Is emergency health service available within approximately three to five minutes? Such service can often be provided by police and fire personnel as well as by ambulance staff.
3. Can ambulance trips to a hospital or other health care center be made within 10 to 15 minutes?
4. Is the number of doctors, dentists, nurses and other trained medical staff in realistic proportion to any increase in residents/users?
5. If not, can provision be made for additional skilled staff?
6. Will project residents/users require special medical services or skills such as geriatric clinics?
7. Will the local comprehensive health-planning agency be contacted in the event that an increase in population from a proposed development causes a situation of increased or over capacity for area health care services? Consult the local area health systems agency to determine an estimate of number of hospital beds and other facilities needed. If over capacity is anticipated, the local comprehensive health-planning agency should be approached for possible alternative plans.

d. Social Services:

1. Are social services currently located in close proximity to the prospective users/residents? Are they within walking distance or convenient to public transportation and less than one-half hour's commute?
2. Is the number of trained staff including social workers, counselors, psychologists, psychiatrists, and related administrative and managerial personnel in realistic proportion to the anticipated increase residents/users? If not, could provision readily be made for additional skilled staff?
3. Will the demand for the social services increase and overburden existing facilities, can provision be made to obtain alternative and/or additional space?

e. Solid Waste:

1. Will the planned solid waste disposal system adequately service the proposed development?
2. As a result of the project, will the design capacity of these facilities be exceeded?
3. Will the proposed project be adversely affected by proximity to these facilities?
4. Does the community have an adequate number of vehicles to provide the project with collection service?
5. Will the residents/users or proposed project have to pay annual/monthly costs for these services? Will these costs create severe financial hardships for project residents? (This can be a real consideration if low income or elderly are primary users.)

f. Waste Water:

1. Will existing or planned waste water systems adequately service the proposed development?
2. As a result of the project, will the design capacity of these facilities be exceeded?
3. Will the proposed project be adversely affected by proximity to these facilities?
4. In less developed areas, are soils suitable for on-site wastewater disposal such as septic systems?

5. Where onsite disposal is necessary, will the state or local health agency issue a permit?

g. Storm Water:

1. Will existing or planned storm water disposal and treatment systems adequately service the proposed development?
2. Will the project overload the design capacity of these facilities?
3. Will the proposed project be adversely affected by proximity to these facilities?

h. Water Supply:

1. Will either the municipal water utility or on-site water supply system be adequate or serve the proposed project?
2. Is the water supply quality safe from a chemical and bacteriological standpoint?

i. Public Safety--Police, Fire, and Emergency Medical:

1. Does the project location provide adequate access to police, fire and emergency medical services? Does the project design provide easy access for emergency vehicles and individuals? Are there obstacles to access, such as one-way roads, narrow bridges, waterways, expressways, and railroads that would prohibit access in an emergency situation? Will the project create such obstacles?
2. Is the quality of the police and fire protection services available to the project adequate to meet project needs?
3. Does the area have a particularly high crime rate? Are there special plans for a security system that has been approved by the police department? Is the architectural configuration of the development such that it is easily patrolled by police from the street?
4. Will the project create a burden on existing facilities in terms of manpower and/or equipment? Can services either be expanded or be provided by the project, such as an in-house security force?

j. Open Space, Recreation, and Cultural Facilities:

1. Are open space, recreational and cultural facilities within reasonable proximity (i.e., walking distance) to the project area? Is adequate public transportation available from the project to these facilities? (Note: small children and elderly persons need such facilities to be in very close proximity to their residences.)
2. Is there an adequate supply of these resources for the users or resident population of the development?
3. Will the CDBG project cause any overloading of existing facilities?
4. Are the special needs of certain population groups able to be satisfied, such as small children or the elderly and handicapped. For example, are there tot lots for very small children, playgrounds for elementary school children, drop-in centers for senior citizens and ball fields for teenagers.
5. If the development is housing, has space for informal play for children of all ages been included on-site? Have areas for passive recreation?

k. Transportation:

1. Will transportation facilities and services be adequate to meet the needs of the project's users? Is off-street parking available and adequate? Is adequate public transportation available?
2. Are there special transportation issues (programs for the elderly and handicapped, bridge clearances for trucks, emergency vehicle access) that have not been adequately provided for?
3. Will the project serve to reduce the mobility of any group?
4. Will the project encourage additional private vehicle trips and increase energy consumption?
5. Will the users of the project be encouraged to use both auto and public transit?
6. Will the project create any safety hazards? For example, have curbs been designed with wheelchair ramps, have pedestrian activated signal lights or pedestrian overpasses been included in plans where needed? Is traffic light timing adequate for elderly pedestrians?
7. Will the project be provided with an adequate level of transportation service? Will it overload enlisting or proposed transportation services or conversely, create a situation whereby facilities are seriously under-used?
8. Have special parking spaces been designated for exclusive use by the handicapped?